

PUBLIC WORKS TRUST FUND

ATTACHMENT 1: SCOPE OF WORK

LOAN NUMBER _____

Client Name _____

Project Name _____

1. Provide a clear description of the project to be financed in part by a Public Works Trust Fund loan. (Attach additional sheets if necessary):

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2. Identify the project's performance measure. (Attach additional sheets if necessary.)

PERFORMANCE MEASURE NOTES

A performance measure should quantify the major benefit(s) of completing the project. It should include at least three components –	Performance Measure Examples
<ul style="list-style-type: none">▪ Measurement standard▪ Amount of change and▪ Timeframe.	<ul style="list-style-type: none">▪ The amount of “boil water” orders will be reduced from five in 2004 to zero in 2005.▪ The amount of unaccounted for water will be reduced from 27% in 2004 to industry standard of 15% by 2007.

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3. The term of this loan will be based on an engineer's certification of the expected useful life of the improvements, as stated below, or 20 years, whichever is less. If the local government prefers the term of its loan to be less than either 20 years or the useful life of the improvements, the preferred loan term should be indicated: _____ years.

4. I, _____, licensed engineer, certify that the average expected useful life for the improvements described above is _____ years.

Signed: _____

Date: _____

Telephone: _____

Professional Engineer License Number _____

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Estimated Project Costs:

	Total Costs
Engineering	\$ _____
Environmental Review	\$ _____
Land/R-O-W Acquisition	\$ _____
Public Involvement/Information	\$ _____
Other Fees	\$ _____
Construction	\$ _____
Construction Inspection	\$ _____
Contingency (____%)	\$ _____
1. Other (Specify)	\$ _____
2. Other (Specify)	\$ _____
TOTAL ESTIMATED COSTS	\$ _____

Anticipated Fund Sources:

A. Federal Grants	\$ _____
State Grants	\$ _____
 B. Locally Generated Revenue	
General Funds	\$ _____
Capital Reserves	\$ _____
Other Fund	\$ _____
Rates	\$ _____
Assessments	\$ _____
(LID, RID, ULID)	
Special Levies	\$ _____
Federal Loan(s) from: (identify all)	
_____	\$ _____
_____	\$ _____
State Loan(s) from: (identify all)	
_____	\$ _____
_____	\$ _____
Other: (identify sources)	
_____	\$ _____
_____	\$ _____
TOTAL LOCAL REVENUE	\$ _____
 C. PUBLIC WORKS TRUST FUND LOAN	\$ _____

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Calculating Local Percentage:

Notes: 1. Grant funds **cannot** be counted as local match.

Calculate as follows:

$$\frac{\text{Total Local Revenue}}{\text{PWTF Loan} + \text{Total Local Revenue}} = \text{Local Percentage } \underline{\hspace{2cm}}$$

The local contribution must be at least:

Five percent (5%)	for a loan interest rate of	2%
Ten percent (10%)	for a loan interest rate of	1%
Fifteen percent (15%)	for a loan interest rate of	0.5%